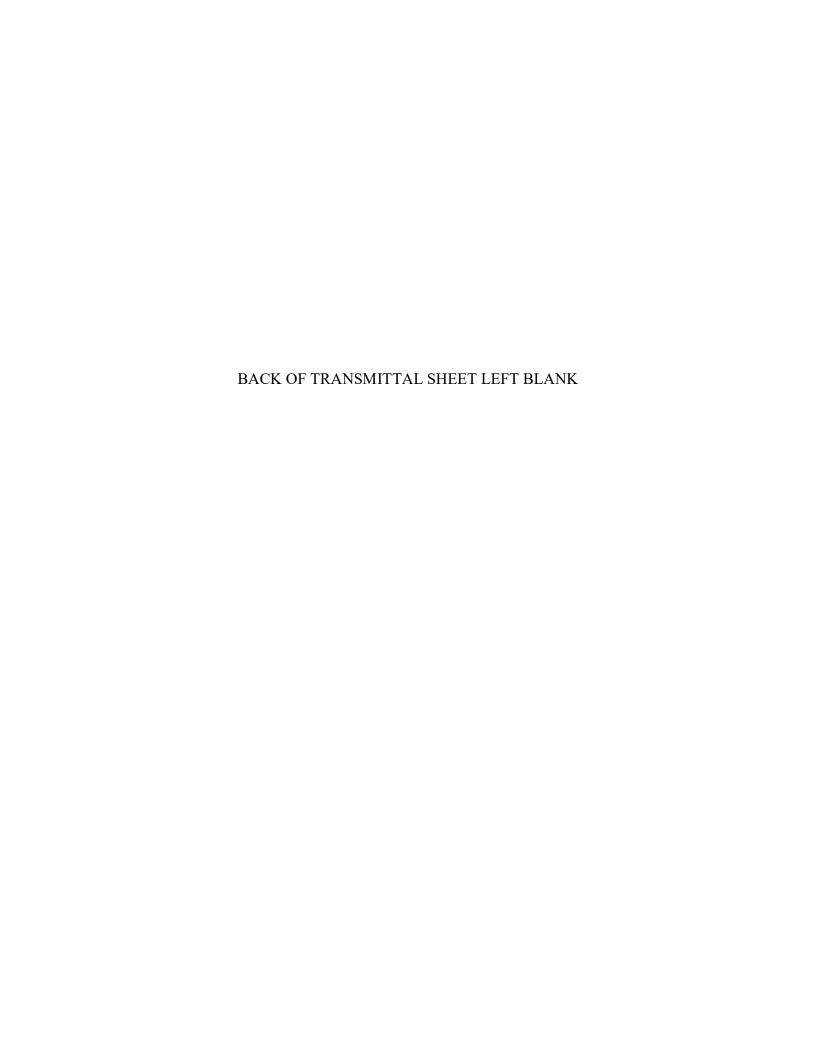
# EVALUATOR MANUAL TRANSMITTAL SHEET

<u>Distribution</u> :	Transmittal No. 17RM-03	
All Child Care Evaluator Manual Holders All Residential Care Evaluator Manual Holders All Evaluator Manual Holders	Date Issued August, 2017	
Subject:		
Residential Care Facilities for the Elderly Regulations Interpretations and Procedures – 87508 Register of Residents		
Reason for Change:		
Amend section 87508		
Filing Instructions:		
REMOVE: Pages 112 and 113		
INSERT: Pages 112 and 113		
Approved:		
Original signed by Lilit Tovmasian 8/10/20	8/10/2017	
LILIT TOVMASIAN Chief Policy Development Bureau Community Care Licensing Division		
Contact Person: Victoria Hinojosa Phone Number: (91	6) 654-2462	



## **87507 ADMISSION AGREEMENTS** (Continued)

87507

(c)(3) POLICY

There is no prohibition against charging community and assessment fees to private pay residents if the resident agrees in the Admission Agreement. Previously statute (and regulations) provided no specific guidelines regarding the charging of this type of fee (designated by different names). However, effective January 1, 2003, Senate Bill 1898 will provide guidelines. The bill permits licensees to charge a single preadmission fee to private-pay residents of Residential Care Facilities for the Elderly, as long as the licensee provides the applicant with a written statement of costs relating to the preadmission fee, and a statement about whether or not the fee is refundable and the conditions for a refund.

[Note: Deposits related to damages are prohibited in residential care facilities for the elderly. A licensee may not charge a resident first and/or last month's rent as this is considered a deposit related to damages.]

(c)(4) **POLICY** 

The basic rate change for residents who are Supplementary Security Income/State Supplementary Payment recipients cannot exceed the government-prescribed rate.

Refer to Regulation Sections 87101(b)(1) and 87464 for clarification. (See Appendix for current year Supplementary Security Income/State Supplementary Payment standards.)

(c)(4)(A) POLICY

Modifications to admission agreements may be made without developing a new admission agreement provided that the changes are initialed and dated by the appropriate persons as specified in Regulation Section 87507(e).

(c)(10) **POLICY** 

The admission agreement cannot specify an expiration or termination date. Regulation Section 87224, Eviction Procedures, prescribes the grounds for terminating a resident's contract.

(g) POLICY

This regulation does not preclude contractual arrangements such as life care contracts or payments ordered by a court of competent jurisdiction.

## 87508 REGISTER OF RESIDENTS

87508

(a)(2) POLICY

The Register of Facility Residents-Residential Care Facilities for the Elderly (LIC 9020A) is available to licensees for this purpose. The register of current residents shall be kept in a central location at the facility. One list may be used for all residents, or a separate sheet may be used for each resident.

## **87508 REGISTER OF RESIDENTS** (Continued)

87508

(a)(2) **POLICY** (Continued)

Please also see <u>PIN 17-07.1-CCLD</u>, Register of Facility Clients/Residents, Forms LIC 9020 and 9020A.

However, if separate sheets are used, they must be stored in a single folder or binder to ensure that information on all residents is centrally located. All information must be legible.

#### **PROCEDURE**

When inspecting the register, a Licensing Program Analyst must review it against resident records to ensure that this requirement is being met. A review of ten resident records or a minimum of 10 percent (whichever is greater) of the residents' records should be reviewed to verify the validity of the register. (If the review reveals any substantial problems, more records should be sampled.) If the capacity of the facility is fewer than ten residents, review 100 percent of the register against the residents' files.

#### ARTICLE 10. FOOD SERVICES

### 87555 GENERAL FOOD SERVICE REQUIREMENTS

87555

PROCEDURE

In evaluating the quality and quantity of food, use the USDA Basic Food Group Plan – Daily Food Guide.

If it is questionable whether a facility meets this requirement, document on the Facility Evaluation Report (LIC 809) what food is available and discuss with the licensing supervisor the need for consultation from a nutritionist. If there are documented sanitation problems, discuss with the licensing supervisor the need for consultation from a local sanitarian. See Regulation section 87303.

(b)(2) POLICY

If a resident is away from the facility during regularly scheduled meal times (e.g., to attend a program or class, etc.), the licensee must provide the resident with a "brown bag" meal that meets the requirements of Regulation section 87555(a), OR enough money to buy a meal that meets the requirements of Regulation section 87555(a). These arrangements must be clearly documented in the admission agreement. The admission agreement should indicate:

- 1. The day(s) of the week and times when the resident will or will not be dining at the facility.
- 2. Estimated average cost of facility meals.
- 3. That either a "brown bag" meal or money will be provided.